



**DEPARTMENT OF THE ARMY**  
**OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY**  
**ACQUISITION LOGISTICS AND TECHNOLOGY**  
103 ARMY PENTAGON  
WASHINGTON DC 20310-0103

**MAY 24, 2006**

**SFAE-CON**

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Request for Nominations for Secretary of the Army Awards for Excellence in Contracting**

The Secretary of the Army Awards for Excellence in Contracting are presented annually to recognize exemplary contracting organizations and individuals. Specifically, the award distinguishes contracting organizations and individuals that excel in customer satisfaction, productivity, process improvement, and quality enhancement. I solicit your nominations for outstanding achievements made or culminated from January 1, 2005, to May 31, 2006.

The criteria and procedures for submitting award nominations may be found at <https://apps.altess.army.mil/saaec/index.cfm>. The Principal Assistant Responsible for Contracting (PARC), Program Executive Officer, or other appropriate senior official must endorse each nomination. The closing date for submission of nominations is July 31, 2006.

The point of contact for this action is Ms. Giselle Whitfield, 703-805-1247, DSN 655-1247, or e-mail: [giselle.whitfield@us.army.mil](mailto:giselle.whitfield@us.army.mil).

**E. Ballard**  
**Deputy Assistant Secretary of the Army**  
**(Policy and Procurement)**

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